

## **8100 PROCEDURE 601**

### **Requests for CAL FIRE Resources to Local Government Fire Incidents**

(No.25 July 2013)

[\(See Policy 8162.1 - Requests for CAL FIRE Resources to Local Government Fire Incidents\)](#)

[\(See Administrative Unit Boundaries \(Defined\) and 3-Letter Alpha Identifiers\)](#)

A local government entity may request assistance from CAL FIRE once it determines its ability to control an incident is unlikely. State resources, regardless of type or kind, may be used to provide this assistance.

Requests placed directly to the Unit from a local government agency within their Unit may be filled with Unit resources based on the Unit Duty Chief's discretion.

#### **Responsibilities and Action**

##### **Unit CC**

1. Receive request for CAL FIRE Master Mutual Aid (MMA) Resources to respond to a fire incident from a local government agency within the Unit's administrative responsibility.
2. Notify Unit Duty Chief and request approval to fill.
3. Generate an incident in the dispatch system of record.
4. Enter the incident in the resource ordering system of record.
5. Generate the request in the resource ordering system of record.
6. Fill approved request in the resource ordering system of record.
  - a. If host agency has not created an incident in the resource ordering system of record, the Unit shall create the incident and requests on a local Unit number. CAL FIRE MMA shall be the financial code and documented in the financial responsibility section of the request.
    - i. Only CAL FIRE resources shall be committed to the Unit Incident number in the resource ordering system of record.
  - b. If, at a later time, the incident is created in the resource ordering system of record by the host local government agency, the requesting agency will generate requests for the assigned CAL FIRE MMA resources and place them to the Unit ECC. The CAL FIRE MMA resources shall then be reassigned to the host agency request(s).

7. If the CAL FIRE resources requested are not under the operational control of the Unit ECC, the request(s) shall be placed up to the Region OCC.
8. Notify Region Duty Officer of assistance requested and or provided.

### **Region OCC**

1. Receive notification or request for CAL FIRE MMA resource request.
2. Notify Region Duty Chief of resources requested and/or provided.
3. Fill and/or place resource request to appropriate CC for processing.

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